TOA Worksite Protection for North Sydney Car Sidings routine network maintenance activities



DOCUMENT NO.	D2020/8565
WORK DESCRIPTION	Routine network maintenance activities
WPP Number	CE3A2 LBY11374
SCOPE:	This SWI is applicable for the worksite protection arrangements using a Track Occupancy Authority (TOA) concerning routine network maintenance, defect management and repair of assets within the limits specified below and in the attached plan.
	 Work activities include: Routine preventative and corrective work such as inspections and maintenance as appropriate for the type of protection being applied as part of this plan.
AUTHORISATIONS:	Protection Officer: Protection Officer Level 2 or higher
	Qualified Worker: Handsignaller Level 1 or higher or Protection Officer Level 1 or higher.
SAFETY CONTROLS – Track Occupancy Authority (TOA)	The TOA limits are from Waverton terminations to North Sydney Car Sidings terminations on the North Sydney Car Sidings branch line. After obtaining a TOA from the North Shore Panel Signaller, Qualified Workers clip and lock 600 points to exclude rail traffic from the worksite and TOA. The Protection Officer holding the TOA must not establish more than one worksite in the TOA.
PRESTART REQUIREMENTS:	Protection Officer assessment checklist must be completed before instructions in this SWI are followed. Tools and equipment required: Protection Officer requires a phone to contact the Signaller. Qualified Workers clipping and locking points require 1 point clip and an SL lock.
FURTHER INFORMATION:	NWT 300 Planning work in the Rail Corridor NWT 304 Track Occupancy Authority NPR 702 Using a Track Occupancy Authority NPR 707 Clipping points NRF 002 Track Occupancy Authority (TOA) NLA 306 North Sydney

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Protection Officer assessment checklist				
Protection Officer's name:	Yes (Tick if Yes)			
This document has not expired 12 months				
On-site safety assessment has been compre-work briefing (Page 3).				
SWI details and protection arrangements location.				
Corridor Safety Number	Protection Officer Signature	Da	te	

Warning



If an above item does not apply, the Protection Officer must not use this Safe Work Instruction. A new worksite protection plan must be completed in accordance with NRF 014 Worksite Protection Pre-work briefing and NRF 015 Worksite Protection Plan.

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Worksite Protection Pre-work Briefing

			brieffing date.	1 1
Protection Office	er details			
	name	signature		contact No.
Work location:	Waverton to North Syd	ney Car Sidings		
Scope of work:	Routine network mainte	enance activities		

Worksite protection: Track Occupancy Authority (TOA) Refer to Worksite Protection Plan for details

Hazards (e.g. Site specific hazards identified, including physical environment, human errors, plant and equipment)	Controls (to be implemented to eliminate or reduce the risk to the lowest practicable level)	Person responsible for Control
Approaching rail traffic	Ensure that railways track signals are placed as per worksite protection plan contained in this document Protection Officer to verify that protection markers are placed correctly as contained in this document. Workers to remain within worksite limits as set out	Protection Officer
Stabled rail traffic within the worksite	in this procedure. Qualified Worker contacted to confirm there is no stabled rail traffic. If stabled rail traffic within a siding is not associated with the TOA, three Railway track signals and worksite protection marker must be placed immediately infront of the stabled rail traffic to prevent unintended movements within the TOA.	Protection Officer
Adjoining / surrounding worksites	Only one worksite is authorised for the TOA	Protection Officer
Electrical infrastructure	Electrical infrastructure is to be treated as live and workers must maintain a safe approach distance as instructed by the Protection Officer or Workplace Supervisor.	Protection Officer and Workplace Supervisor
Access to / Egress from worksite	Access and egress points must be agreed prior to entering the danger zone, consideration should be given to ease of access and safest possible entry and exit points.	All
Slips, trips, falls and hazards carrying equipment	Protection Officer will assess and instruct when it is safe for workers to use NGE 200 Walking in the Danger Zone to move to the worksite or safe place.	All
Mobile phone	Mobile phones use is not permitted in the danger zone unless being used by maintenance staff for critical maintenance communications or recording of defects.	All

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ne	twork	maintenar	nce activities						
Wor	kplace S	upervisor deta	ils						
			na	me				cor	ntact No.
Eme	rgency as	ssembly point:	Lavender Cres access ga	ate SV	VMS/SWI	Ref#:			
First locat	aid kit ion:	Vehicle or tr	aining room	Firs	st aider:				
Wor	kplace \$	Supervisor ac	cknowledgement						
			dges that all identified WHS and rail s ge and/or eliminate the hazards.	afety hazaı	rds have the	Yes [si	gnature
Part	icipant	Acknowledge	ement						
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2.		om alcohol and drug						otection Plan diagram	
3.		om the effects of fati	•	8		and the kinds	and limits of	worksite protection in place	
4.			t Rail Safety Worker Authorisation, tra					hazards and controls identifie	
_			d e.g. Construction Industry Induction			site inspections with the site in spectro in site in spectro in site i		pection must be conducted imme	diately
5.			sonal Protective Equipment (PPE)			The state of the s	'		
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		n informed of the req	uirements of the electrical permit (if	[have be	en made awa	are of any haz	ardous materials/substances	s on site
	required)				have he	en hriefed on	Safety Data	Sheets (SDS)	
	have been	n briefed on the SWM	/IS/SWIs/documented safe work prac	tice	ilave be	en briefed on	Salety Data	Sileets (SDS)	
_	for the job		, o, o mo, aooamo mo a oaro mo m prao	[have be	en hriefed on	the WHS Ma	inagement plan	
have been instructed in the controls recorded in this document and					cii biicica oii				
_	have been SWMS/SW		ntrols recorded in this document and	[☐ have be			of adjoining worksites/proces	sses.
Nam	SWMS/SW		ntrols recorded in this document and	[T	have be	en briefed on		of adjoining worksites/proces Amendment briefing:	sses.
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SWI Approver: Associate Director Network Operation UNCONTROLLED COPY WHEN PRINTED

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Signaller Details

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Worksite Protection Plan – Track Occupancy Authority

J							
	name	North	Shore Pa	inel		9701 15	528.
Protection Off	icer Details						
	name			signature		contact	No.
	RSW or RIW No.		(designation	Planned duration		
Workplace Sup	pervisor details:						
Type of work:							
Worksite Lo	ocation					-	
On the		Waverto	n shuntir	ng neck			
_							
	No	orth Sydney (Car Sidin	gs branch lii	пе		
		No.1 –	6 Car Si	dings			
			_				
between	Waverton end of termin	nal line	and	North Sy	dney Car Sidings end o terminal lines	of	
			_	<u> </u>			

The following are diagrams, notes and detailed instructions. These are to be read and followed as part of this worksite protection plan.

INSTRUCTIONS:

- 1. Protection Officer contacts the Qualified Worker at **North Sydney Car Sidings** to confirm there is no stabled rail traffic or arrange for stabled rail traffic to be prevented from moving.
- 2. Protection Officer contacts the Signaller at North Shore Panel to request TOA.
- 3. Once TOA is authorised, instruct Qualified Workers to clip and lock **600 points** to exclude rail traffic from the worksite and TOA.
- 4. Once 600 points is clipped and locked, inform the workplace supervisor that it is safe for work to start.
- 5. After all work is completed, move all workers and equipment into a safe place.
- 6. Instruct Qualified Workers to remove the point clips from **600 points**.
- 7. Protection Officer contacts the Signaller at North Shore Panel to fulfil the TOA.

ADDITIONAL DETAILS

When clipping and locking 600 points, it is critical that the Qualified Worker makes sure that the points are clipped and locked in the correct position that excludes rail traffic from the worksite and TOA.

ACCESS GATES



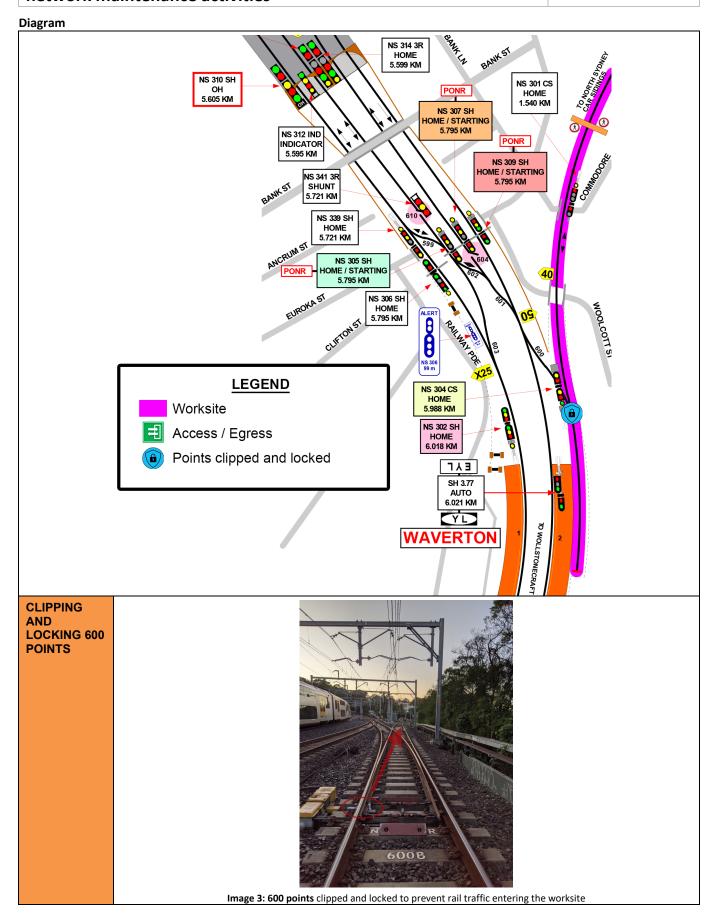
Image 1: Union Street access gate. M29 6.172 D



Image 2: Lavender Crescent access gate. M29 7.279 D

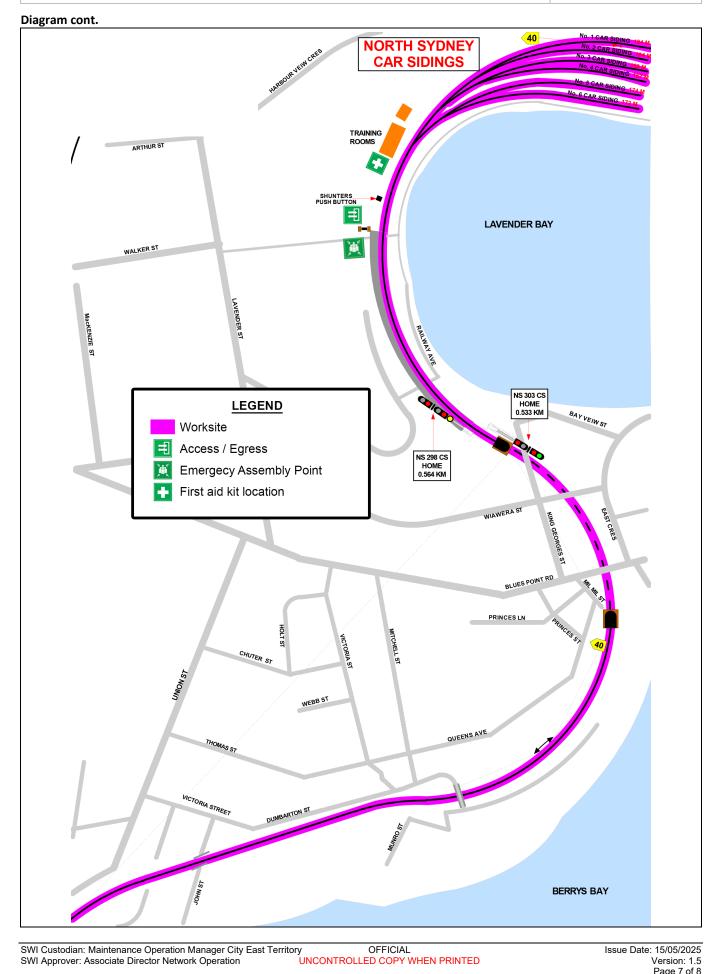
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Protection Officer's diary

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Date	Time	Notes